

## ***CIO Council Meeting Minutes*** **– December 19, 2002 –**

The December meeting was held at the Grimes building north conference room.

1. **Welcome and Introductions** – Leon Schwartz welcomed everyone to the meeting and asked everyone to introduce themselves.

2. **ICN Update**

Mike Bacino provided the following updates:

- Introduced the new ICN Director John Gillispie.
- Vendor presentations will be held on December 5<sup>th</sup> and 6<sup>th</sup> based on the responses to the wireless RFI. ICN anticipates releasing an RFP developed with agency input in early spring.

Phil Groner provided the following updates:

- Internet RFP's have been awarded and there will be no interruption in service or rate change.
- Western half of the statewide ATM upgrades will be completed by the end of the year.
- Accounting utility program is being used by agencies providing enhanced services.

3. **ITD Update**

Debbie O'leary provided the following update:

- The ITD Customer Satisfaction Survey has been completed with a 95% participation rate. The goals are to improve customer satisfaction, reduce cost and maximize revenue opportunities, and improve the quality of work.
- Debbie presented an overview of the role of the Department of Administrative Services (DAS) and the DAS Customer Council.
- ITD is working with AFSCME regarding the process for filling charter related positions. A draft proposal was shared with the CIO Council.

Kip Peters indicated ITD is requesting agency staff to participate in the development and implementation of the enterprise security plan. The group will meet twice a month. Agencies are requested to submit nominations to Kip.

**4. Document Management Report**

Lowell Sneller provided an overview of the consultant's report. The report is available at [www.infoweb.state.ia.us/km/document\\_management](http://www.infoweb.state.ia.us/km/document_management). CIO Council members discussed how this initiative, ERC, and individual agencies processes were coordinated. Comments are to be sent to Lowell regarding the proposed non-vendor specific standard.

**5. DAS Update**

Leon Schwartz provided an update on the Department of Administrative Services (DAS) and responded to questions.

**The Next CIO Council meeting is scheduled for January 30<sup>th</sup> from 1:00 – 3:00 p.m. in the 1<sup>st</sup> Floor Grimes North Conference Room.**

Attendees of the December 19, 2002 CIO Council Meeting
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***CIO Council Members Present***

<b>Last Name</b>	<b>First Name</b>	<b>Department</b>
Bacino	Mike	ICN
Erickson	Erwin	Auditor's office
Gast	Steven	DOT
Jacobs	Richard	IDRF
Naples	JoAnn	DNR
Peters	Judy	IWD
Schwartz	Leon	IPERS

***Others Present***

<b>Last Name</b>	<b>First Name</b>	<b>Department</b>
Roeder-Grubb	Laura	Human Rights
Stratemeyer	Carol	DGS
Frederick	Leon	DPS for Larry Grund
O'Leary	Debbie	ITD
Peters	Kip	ITD
Sneller	Lowell	ITD
Gillispie	John	ICN
Groner	Phil	ICN